

MINUTES

**LOUISIANA COMMUNITY AND TECHNICAL COLLEGE SYSTEM  
BOARD OF SUPERVISORS REGULAR MONTHLY MEETING**

**WEDNESDAY, DECEMBER 10, 2008  
9:00 a.m.**

**The Louisiana Building  
Baton Rouge Community College  
5310 Florida Blvd., Baton Rouge, Louisiana 70806**

\*\* The Board of Supervisors of the Louisiana Community and Technical College System reserves the right to enter into Executive Session in accordance with R.S. 42.6.

**NOTE:** *No separate committee meetings were held.*

**A. CALL TO ORDER**

The Louisiana Community and Technical College System Board of Supervisors met in Regular Session, December 10, 2008, at Baton Rouge Community College, Baton Rouge, Louisiana. Board Chair Stephen Smith called the meeting to order at 9:05 a.m.

**B. PLEDGE OF ALLEGIANCE**

The assembly rose for recitation of the Pledge of Allegiance.

**C. SWEARING IN OF NEWLY APPOINTED BOARD MEMBER ALLEN SCOTT TERRILL**

Leo Hamilton, General Counsel for Louisiana Community & Technical College System (LCTCS) conducted the swearing in ceremony for newly appointed board member Allen Scott Terrill. Mr. Terrill is from Bossier City and was appointed by Governor Jindal to replace former board member Carl Franklin.

Mr. Terrill addressed the board and stated that he looks forward to serving on the board.

Chair Smith notified the Board that student board member, Julio Castillo, has resigned from the Board. Chair Smith thanked Mr. Castillo for his service. He stated that a new student representative to the Board will be selected and will begin service on the board next semester.

**D. ROLL CALL**

Ms. Bonni Blouin, Coordinator of Board Services, called roll and a quorum was established.

APPROVED MINUTES | **DECEMBER  
10, 2008**

Members Present

Helen Bridges Carter  
Thomas Clark  
Keith Gamble  
Kathy Sellers Johnson  
Brett Mellington  
Michael Murphy, *2<sup>nd</sup> Vice Chair*  
Woody Ogé  
Dan Packer  
Stephen Smith, *Chair*  
Vincent St. Blanc, III, *1<sup>st</sup> Vice Chair*  
Mike Stone  
Deni Taylor  
Allen Scott Terrell  
Stephen Toups  
Taminika Walker

Members Absent

Edwards Barham  
Julio Castillo

Staff Present

Dr. Joe May  
Dr. Robert Bell  
Bonni Blouin  
Allen Brown  
Jennifer Daly  
Jim Henderson  
John Hough  
Jan Jackson  
Lura Kamiya  
Joe Marin  
Kizzy Payton  
Dr. Jerry Pinsel  
Reba Poulson  
Jimmy Sawtelle  
Greg Speyrer  
Patti Sollie

**E. APPROVAL OF DECEMBER 10, 2008 AGENDA**

**On motion of Supervisor Mellington, seconded by Supervisor Clark, the Board voted to approve the Revised December 10, 2008 agenda as presented.**

**F. APPROVAL OF MINUTES OF NOVEMBER 12, 2008 AUDIT COMMITTEE AND FULL BOARD MEETINGS**

**On motion of Supervisor Mellington, seconded by Supervisor Clark, the Board voted to approve the minutes of the November 12, 2008 Audit Committee and Full Board meetings as presented. The motion carried.**

**G. REPORTS**

1. Chair of the Board Report

Board Chair Stevie Smith presented the Chair of the Board Report. The following topics were discussed:

- Chair Smith joined Chancellor Lavigne and staff members of the Fletcher Technical Community College (Fletcher) on November 18, 2008 for a SACS visit. He noted that Fletcher is moving from candidacy status to full accreditation status. He stated that the visit went well and it is expected that the institution will receive full accreditation in June 2009.
- Acknowledged Board Supervisor Kathy Sellers Johnson for being elected to serve as Secretary/Treasurer on the ACCT board and is also up for re-election to the full board. Chair Smith stated the LCTCS Board of Supervisors' support of her nomination for re-election and will submit a letter of support to the ACCT to that effect.

- Fall/Spring commencements. Chair Smith strongly encouraged board members to attend the commencement ceremonies held at LCTCS campuses in their area of the state. Bonni Blouin will continue to send commencement information to board members.
- Act 391 update. Chair Smith discussed progress on several LCTCS initiatives. He stated that the LCTCS is on the agenda for the December 18, 2008 meeting of the State Bond Commission and hopes to receive bond commission approval of a slightly revised cooperative endeavor agreement to support all ACT 391 projects.
- Chair Smith thanked Dr. and Mrs. May for the wonderful Christmas social that was held at Mount Hope Plantation on Tuesday evening.

## 2. President's Report

LCTC System President, Dr. Joe May, presented the President's Report. The following topics were discussed:

- Dr. May commented on the dual enrollment programs and recent newspaper articles indicating that all funds have been expended. He noted that there are many dual enrollment programs throughout the LCTCS with many types of relationships. He stated that the program mentioned in recent news articles is one initiated through the Board of Regents and it is that program that has already expended the \$4 million dollars funded for the current fiscal year. He noted that another \$2.9 million of LCTCS funds have already been committed and these commitments will be honored. He noted that the System is working with the Board of Regents and the Division of Administration to develop solutions for this problem. He emphasized that this issue will be resolved and students/school districts will not be left hanging because of this situation.
- Commented on articles related to the State budget. He stated that it is expected that a sizable budget surplus will be announced at the Revenue Forecasting Conference that will be "one-time money", while at the same time forecasting a budget deficit for the future. He noted that most of these funds will be for one-time purposes only and are mostly for infrastructure related purposes and is where the funding for LCTCS Centers of Excellence may be funded from.

Dr. May commented on recent articles in *The Chronicle of Higher Education* regarding two groups that will grow dramatically during the economic downturn – 'for-profit' institutions and community colleges.

- Louisiana Delta Community College (LDCC) update. Dr. Luke Robins, Chancellor, LDCC, provided an update on the status of the new LDCC campus. A PowerPoint presentation was provided showing architectural drawings of the proposed new campus.
- Dr. May stated that the access road for the South Louisiana Community College campus in Lafayette has been approved and will result in expanded access to the campus.
- Jan Jackson, Senior Vice President of Finance and Administration, provided an update on the Student Information System (SIS) project. She stated that three (3) vendors have been selected and are scheduled to provide demonstrations and pertinent LCTCS staff has been instructed to

attend the sessions. She noted that the vendors will be evaluated and a final offer will be collected from the vendors to create a number to submit to the Division of Administration and legislature. Dr. May added that \$15 million currently exists to start implementation of the system.

- Jim Henderson provided an update on the Centers of Excellence initiative. Mr. Henderson stated that no funding currently exists for this initiative. He added that he met with a member of the administration who indicated that they will be supporting funding in the next legislative session to fund some of the Centers of Excellence. Mr. Henderson stated that six centers had originally been proposed: Gulf Coast Institute for Entergy Production and Technology in Lake Charles; Maritime Manufacturing in New Orleans; Emergency Response Preparedness in Lafayette area; Cyber Security in Bossier Parish area; Advance Technology Center in the Delta area; and, Transportation Technology in the Baton Rouge area. He noted that all centers are centered around key areas of the economy. He concluded that he expected at least some of the centers to be funded this fiscal year with continued planning for the remaining centers in the coming year.
- Acknowledged Dr. Ron Wright, Chancellor, Delgado Community College (DCC) for the ribbon cutting at their new child care facility, and at the new building at the Slidell campus.
- Acknowledged Dr. Tommy Warner, Chancellor, Nunez Community College (Nunez) on recovery efforts at the main building at Nunez.
- Acknowledge Dr. Andrea Miller, Chancellor, SOWELA Technical Community College (SOWELA) on the accomplishment of the completion of moving back into their buildings after the damages resulting from the hurricanes.
- Acknowledged Region 7 for participating in the presentation of the Vietnam Memorial Traveling Wall. Mr. Charles Strong reported that a substantial financial commitment is required to be made by a community in order to host the wall and Many, LA, was the only city in Louisiana visited by The Wall this year. He noted that it was a year-long effort headed by Elda Faxton who is an LTC Sabine Valley campus faculty person.
- Announced that LTC-Tallulah Campus received a \$10,000 donation for scholarships.
- Dr. May stated that Greg Garrett reported that a \$35,000 grant was received from Entergy.

Supervisor Sellers-Johnson asked for an update on the Sidney Collier Campus.

Dr. May responded that a request has been made to FEMA to prioritize the Sidney Collier Campus. He noted that he met with Senator Ann Duplessis to look at possible options. He added that the main goal is to have FEMA declare the facility 50% damaged.

Chair Smith requested an update on the facilities report that was previously submitted providing the status on repairs to campuses damaged by the hurricanes and being reviewed by FEMA.

Dr. May responded that he would add that item to the agenda for the February 2009 meeting.

**H. GENERAL ACTION ITEMS\*\***

**Facilities Actions**

**Supervisor Helen Carter presented the Facilities Actions agenda items for consideration by the Board.**

1. Demolition of the Cox and Rebel Buildings on Baton Rouge Community College Campus

**On motion of Supervisor Smith, seconded by Supervisor Johnson, the Board voted to authorize Facility Planning and Control (FP&C) to initiate procedures for the demolition of the Cox building and the Rebel Road building on the Baton Rouge Community College main campus in accordance with R.S. 38:2212.1. The motion carried.**

2. Demolition of the Moss Memorial Library on the City Park Campus of Delgado Community College

**On motion of Supervisor St. Blanc, seconded by Supervisor Smith, the Board voted to authorize Facility Planning and Control to initiate procedures for the demolition of the Moss Memorial Library, building number 7, located on the City Park Campus of Delgado Community College Campus, in accordance with R.S. 38:2212.1. The motion carried.**

**Finance Actions**

**Supervisor Sellers Johnson presented the Finance Actions agenda items for consideration by the Board.**

3. Review and Advisement: Proposed Policy on Identity Theft Prevention

Dr. May commented on the proposed Identify Theft Prevention policy. He noted that the policy is presented for review and advisement and does not require board action at this time. The policy will be included on the February 2009 agenda for approval by the Board.

**FOR REVIEW AND ADVISEMENT ONLY. NO BOARD ACTION TAKEN.**

4. Contracts for Board Approval:
  - a. Professional Services Contract between LTC Ascension Campus and Fluke Electronics Corporation

**On motion of Supervisor Smith, seconded by Supervisor Mellington, the Board voted to approve a professional services contract between LTC Ascension Campus and Fluke Electronics Corporation, effective June 3, 2008 to June 2, 2009. This contract is subject to approval by the Office of Contractual Review. The motion carried.**

- b. Professional Services Contract between LTC - Greater Acadiana Region 4 and Iberia Industrial Development Foundation

**On motion of Supervisor Mellington, seconded by Supervisor Carter, the Board voted to approve a professional services contract between LTC Greater Acadiana Region and Iberia Industrial Development Foundation, effective September 25, 2008 to July 14, 2009. This contract is subject to approval by the Office of Contractual Review. The motion carried.**

- c. Professional Services Contract between LTC Delta Ouachita and Summers Group, Inc., (d.b.a. Rexel)

**On motion of Supervisor Mellington, seconded by Supervisor Clark, the Board voted to approve a professional services contract between LTC Delta Ouachita and Summers Group, Inc., (d.b.a. Rexel), effective July 29, 2008 to July 15, 2009. The motion carried.**

- 5. Incumbent Worker Training Program Contracts
  - a. Gulf Fleet Management

**On motion of Supervisor Smith, seconded by Supervisor Mellington, the Board voted to ratify one modification to an existing contract between Gulf Fleet Management and Louisiana Technical College (LTC)-Young Memorial & the University of Louisiana-Lafayette to reflect a revised ending date of 2/15/09. The motion carried.**

- 6. Settlement Authority for Litigation: Patrick Carpenter v. LCTCS

Supervisor Johnson stated the need to enter into Executive Session for the purpose of discussing agenda item H.7. Settlement Authority for Litigation: Patrick Carpenter v. LCTCS.

**On motion of Supervisor Carter, seconded by Supervisor Stone, the Board entered into Executive Session at 10:15 a.m.**

The Full Board reconvened at 11:28 a.m. Chair Smith stated that no votes were taken and no consensus reached during the Executive Session.

Bonni Blouin called roll and a quorum was re-established.

**On motion of Supervisor Gamble, seconded by Supervisor Taylor, the Board voted to authorize the System President to commit a not to exceed salary amount in the case of Patrick Carpenter v. The Board of Supervisors of the Louisiana Community and Technical College System, Louisiana Board of Regents and the Louisiana Technical College. (The Office of Risk Management has settlement authority in this case, as the LCTCS and LTC is represented by the Office of Risk Management. Before issuing settlement authority, the Office of Risk Management requires a commitment with respect to wages from LCTCS.) The motion carried.**

### Personnel Actions

**Supervisor Murphy presented the Personnel Actions agenda items for consideration by the Board.**

7. Appointment of Campus Dean of LTC Region 6, Huey P. Long Campus

**On motion of Supervisor St. Blanc, seconded by Supervisor Sellers Johnson, the Board voted to approve the appointment of Mr. Danny Keyes as Dean of the Huey P. Long campus for the Louisiana Technical College Region 6 at a base annual salary of \$73,959.74, effective December 11, 2008. The motion carried.**

Mr. Mervin Birdwell, Regional Director, Region 6, introduced Mr. Keyes to the Board.

8. Appointment of Interim Vice Chancellor for Organizational Effectiveness and Innovation at Delgado Community College

**On motion of Supervisor Ogé, seconded by Supervisor Sellers Johnson, the Board voted to approve the appointment of Mr. Gregory K. Mason for the position of Interim Vice Chancellor for Organizational Effectiveness and Innovation at Delgado Community College, at an annualized salary of \$126,000, effective December 15, 2008 for a period not to exceed June 15, 2009. The motion carried.**

## I. CONSENT AGENDA

**On motion of Supervisor Clark, seconded by Supervisor Toups, the Board voted to approve the Consent Agenda which consists of agenda items I.1. – I.4. The motion carried.**

1. Programmatic Requests

Louisiana Technical Division

Region 4

Gulf Area Campus

Technical Diploma: Industrial/Agriculture Mechanics (CIP 47.0303)  
[including the related exit points in the common curriculum]

T.H. Harris Campus

Certificate of Technical Studies: Pharmacy Technician (CIP 51.0805)

Teche Area Campus

Certificate of Technical Studies: Pharmacy Technician (CIP 51.0805)

Region 6

Shelby Jackson Campus

Associate of Applied Science: Accounting Technology (CIP 52.0302)  
[including the related exit points in the common curriculum]

Associate of Science: Office Systems Technology (CIP 52.0401)

Region 8

Delta-Ouachita Campus

Associate of Applied Science: Air Conditioning/Refrigeration (CIP 47.0201)  
[including the related exit points in the common curriculum]

Region 9

Florida Parishes Campus

Technical Diploma: Care and Development of Young Children (CIP 19.0709)  
[including the related exit points in the common curriculum]

Ascension Campus

Technical Competency Area: Nurse Assistant (CIP 51.1614)

**Approved the listed program expansions as requested from LCTCS campuses.**

2. Transfer of Program Requests

Louisiana Technical Division

Region 1

Transfer the following from Slidell Campus (closed) to Jefferson Campus:

Technical Diploma: Electrician (CIP 46.0302)

[including the related exit points in the common curriculum]

Certificate of Technical Studies: Medical Office Assistant (CIP 51.0716)

**Approved the listed program transfers as requested by Louisiana Technical College –  
Region 1.**

3. Program Deletions (from BoR Curriculum Inventory) Requests

Louisiana Technical Division

Region 4

Gulf Area Campus

Technical Diploma: Collision Repair (CIP 47.0603)

[including the related exit points in the common curriculum]

Technical Diploma: Diesel Powered Equipment (CIP 47.0605)

[including the related exit points in the common curriculum]

**Approved the listed program deletions, from the Board of Regents' Curriculum  
Inventory, as requested by Region 4.**

4. Program Name Change

Louisiana Technical Division

Region 7

Shreveport-Bossier Campus

From: Consumer Electronics Technology (CIP 47.0101)

To: Digital Audio Video Technology

TD-Digital Audio Video

CTS-Basic Digital Electronics

Region 4 and 7

Lafayette and Northwest Campuses

From: Hospitality/Tourism-Guest Services Agent (CIP 52.0904)

To: Hotel and Tourism Operations

TD-Hotel and Tourism Operations

CTS-Hotel and Tourism Associate

**Approved the programmatic name changes as requested for programs in Regions 4  
and 7.**



**J. UPDATES**

Chair Smith urged Board members to review the Updates/Reports provided.

1. Alternative Financing Projects
2. Report on General Personnel Actions for LCTCS Colleges and System Office
3. Status Report on Capital Projects
4. Workforce Development Report

**K. OTHER BUSINESS**

- Calendar for 2009. Chair Smith noted that each board member has been provided a copy of the Draft calendar for 2009 board meetings, conference calls, etc.

**L. ANNOUNCEMENTS**

- Supervisor Clark stated that he will attend a holiday luncheon at the LTC Northwest Campus at the invitation of Charles Strong, Regional Director, Region 6.
- Chair Smith will attend a function today hosted by Delgado Community College Foundation at Andrea's in Metairie.

**M. ADJOURNMENT**

**There being no further business to come before the Board, on motion of Supervisor Gamble, seconded by Supervisor Toups, the meeting adjourned at 11:48 a.m.**